

Executive Offices and Criminal Justice Appropriations Subcommittee

Utah Board of Pardons and Parole

January 28, 2022



Who We Are

- ✓ Technical and Clerical Staff (24 FTE)
- ✓ Hearing Officers (12 FTE)*
- ✓ Board Members (5 FTE)
- ✓ Part-time Pro Tempores (4 PT)**
- ✓ Administrative (1 FTE)

46 Board Staff
Members

* Includes a Chief Hearing Officer and two Senior Hearing Officers

** One part-time Pro Tempore is waiting for Senate confirmation



What We Do – Board Member Responsibilities

✓ Prison Release Hearings & Decisions

For individuals in prison, the Board determines prison release decisions, parole supervision conditions, and expirations and terminations from prison.

✓ Parole Supervision Hearings & Decisions

For individuals on parole, the Board establishes parole conditions, issues arrest warrants, conducts parole violation and evidentiary hearings, imposes sanctions, adjusts supervision conditions, and determines terminations of parole sentences.

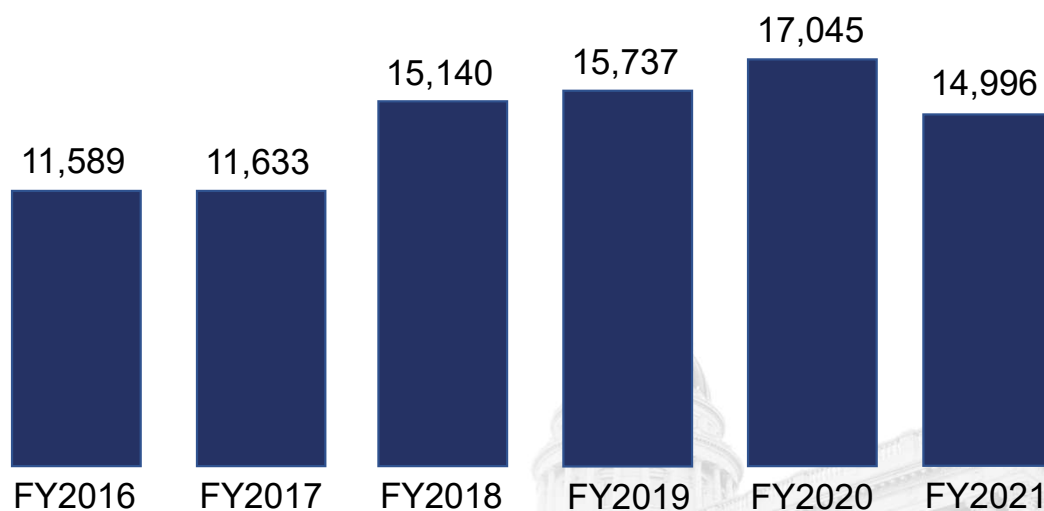
✓ Commutation & Pardon Hearings & Decisions



High Volume of Work – Essential Decision Making

Between FY2016 and FY2021, there was a 29.4% increase in the Board's hearings and decisions.

....or 3,407 additional hearings and decisions



Responsibility and Workload

- ✓ On **January 27, 2022**, there were
 - ✓ **5,872** incarcerated individuals in Utah's prison system
 - ✓ **3,904** individuals on parole supervision
- ✓ *Combined, the Board has jurisdiction over nearly 10,000 people*

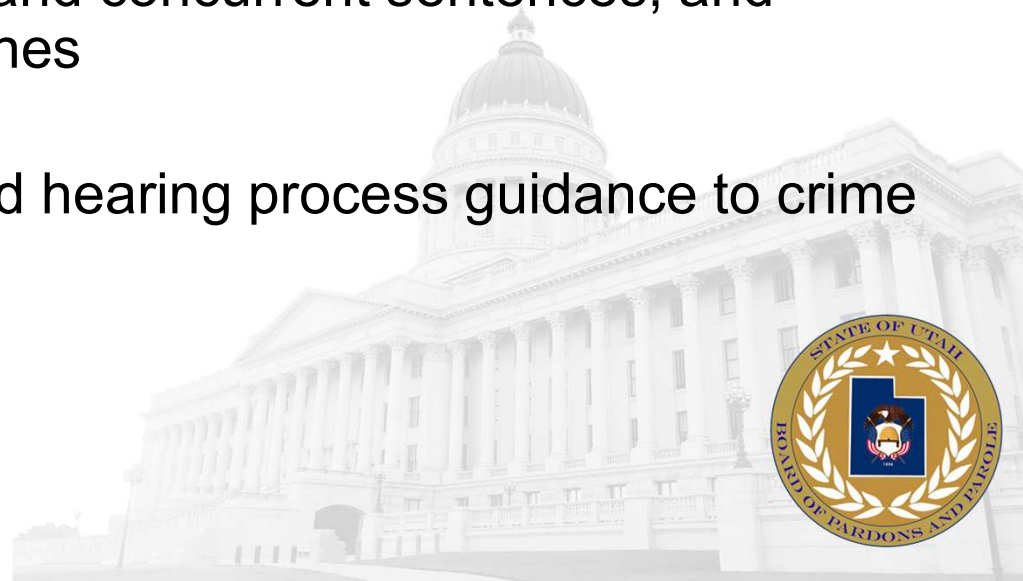
This is based specifically on individuals under Board jurisdiction, which does not include compact individuals in prison or on parole. The prison total includes those with a legal status of "inmate" or "parole violation." The parole total includes individuals with a legal status of "parole."



The Critical Role of Board Staff

The Board team works to support nearly 15,000 hearings and decisions made by the Board on a yearly basis.

- ✓ Conduct complex calculations and analysis of incarceration credit for time served, toll time, consecutive and concurrent sentences, and sentencing and supervision guidelines
- ✓ Provide expertise, notification, and hearing process guidance to crime victims for Board hearings

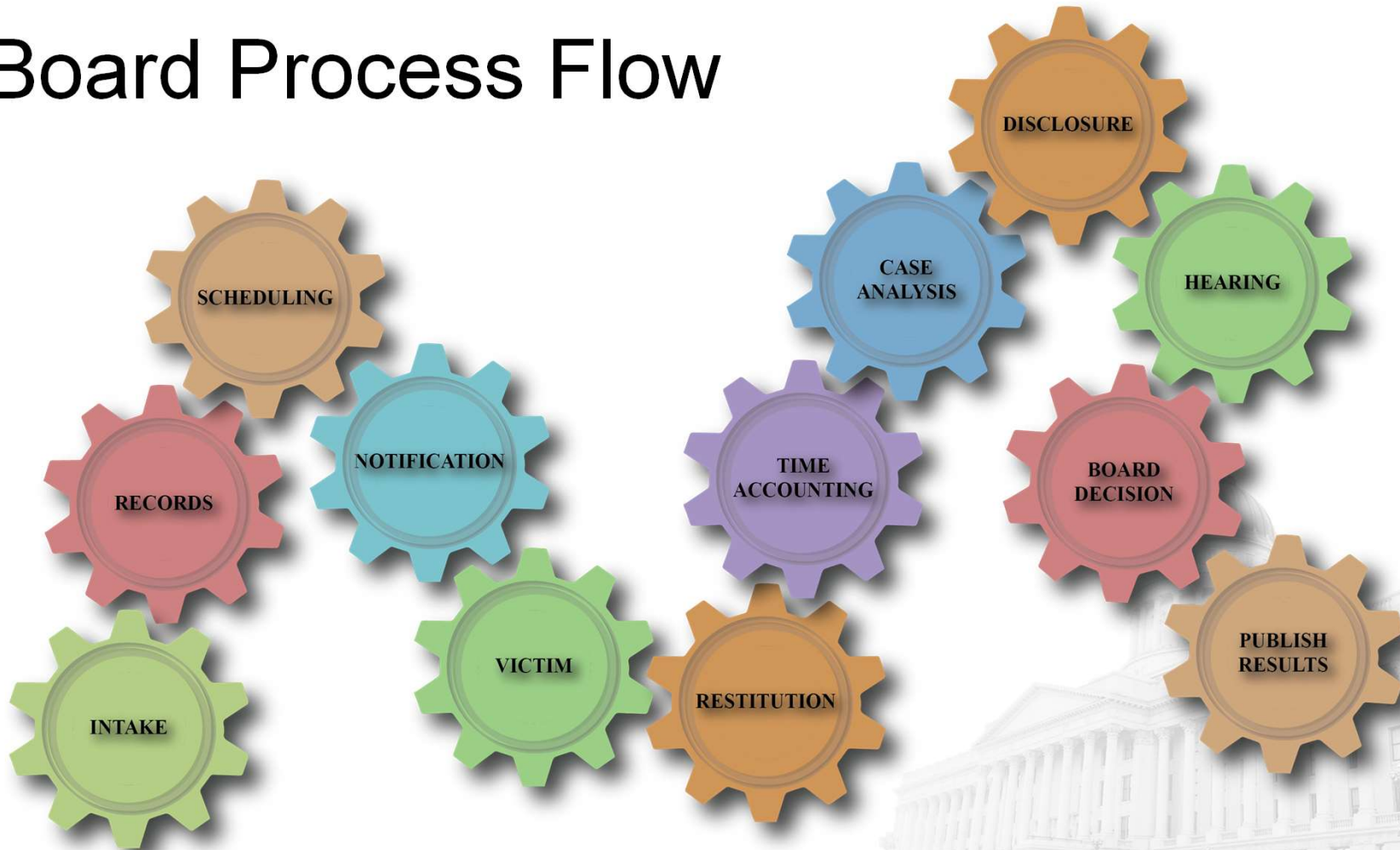


The Critical Role of Board Staff

- ✓ Manage complex scheduling to ensure timely hearings and guarantee disclosure of all hearing documents per legal requirements
- ✓ Manage incoming judgement and commitments, intake document collection, and initial tentative hearing schedule
- ✓ Research and prepare mandatory time cuts, termination, warrants, parole violations, waivers, and restitution information for Board reports and decisions



Board Process Flow



Priorities of the Board

- ✓ High quality decisions
- ✓ Timely decisions
- ✓ Transparency



Priorities of the Board

- ✓ **High quality decisions**
 - ✓ Evidence-based practices
 - ✓ Structured decision-making
 - ✓ Validated risk and needs assessments
- ✓ Timely decisions
- ✓ Transparency



Priorities of the Board

- ✓ High quality decisions
- ✓ **Timely decisions**
 - ✓ Smart scheduling
 - ✓ Publication of results
 - ✓ Notification of hearings and Board orders
- ✓ Transparency



Priorities of the Board

- ✓ High quality decisions
- ✓ Timely decisions
- ✓ **Transparency**
 - ✓ Public access to real-time information including scheduled hearings, calendar, and decisions
 - ✓ Live public broadcast of Board hearings on the internet
 - ✓ Preserving essential records



Progress – Electronic Record



TODAY
Maintain both
paper file and
electronic record

SINCE PROJECT STARTED

Of the 12 phases that needed to be
created – 11 have now been completed

SINCE PROJECT STARTED

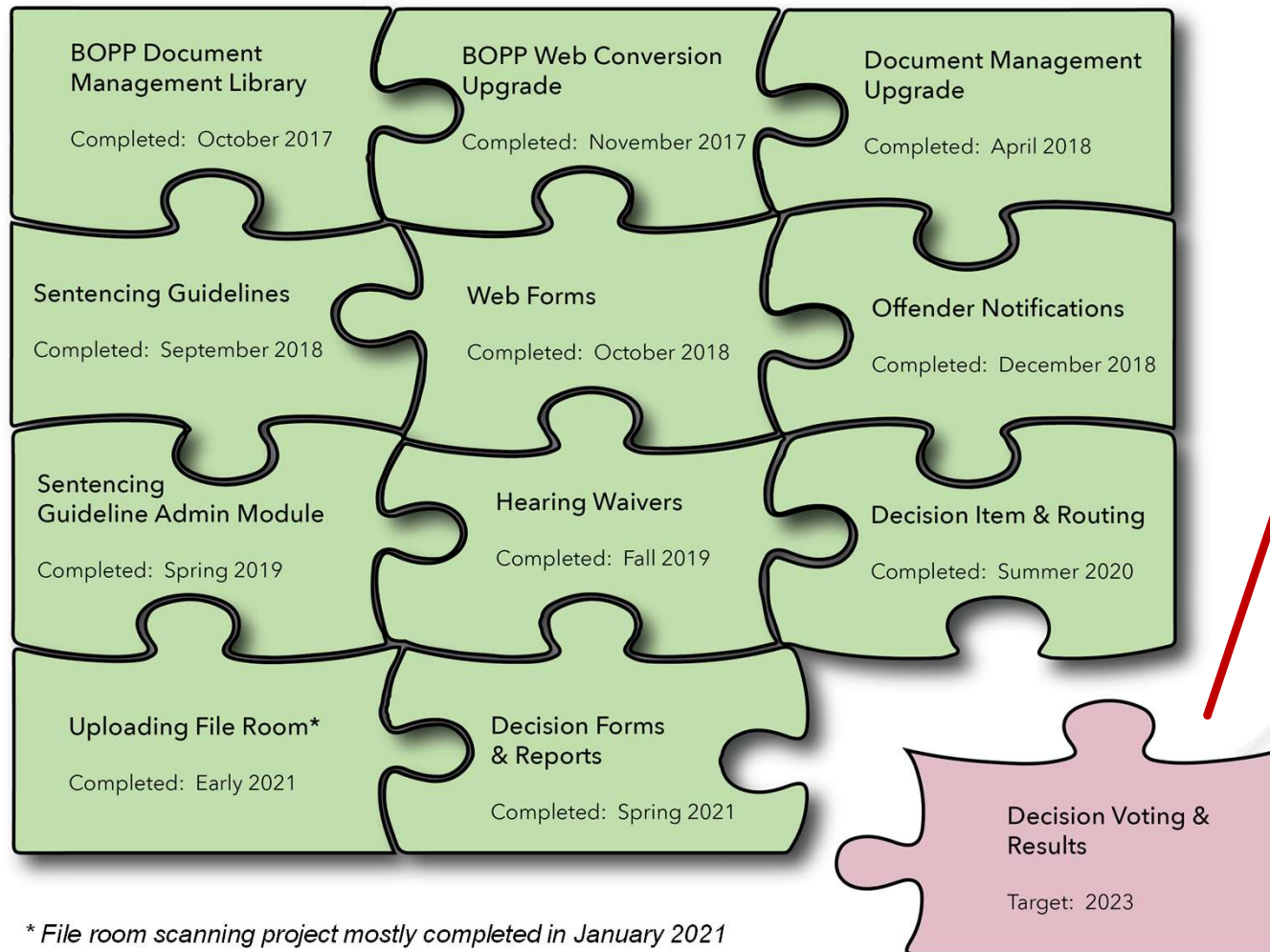
9,496 paper files uploaded
1.2 million pages scanned

2023

Electronic
based records

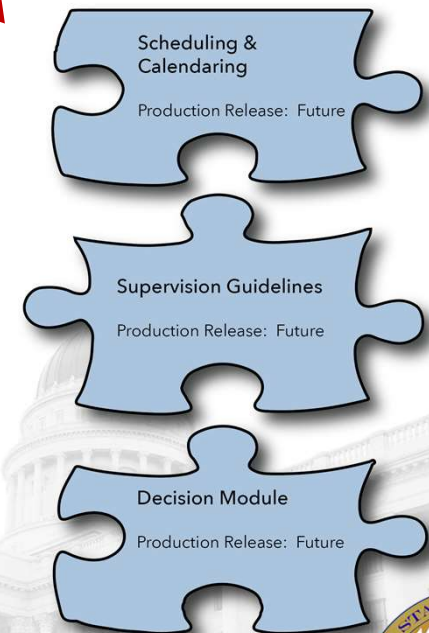


Electronic Records Project



* File room scanning project mostly completed in January 2021

Although the pink puzzle piece completes the initial project, other needed projects and ongoing maintenance of the system will continue.



Thank you

- ✓ Funding provided in the 2021 General Legislative Session to continue work on and maintain the Board's electronic records system
- ✓ Three new team members to help address significant workload increases experienced by the Board over the past several years



Future

- ✓ Continued impact of COVID-19 both on individual team members and normal Board workflow
- ✓ Training for the team – new and existing team members (structured decision making, motivational interviewing, staff development, etc.)
- ✓ Continue implementation of Smart Scheduling
- ✓ Continued collaboration with justice system partners



Impacts of COVID-19

- ✓ Increased use of video hearings
- ✓ Live broadcasting of all Board hearings
- ✓ Remote participation in hearings
- ✓ Close collaboration with Corrections



Appropriation Request

(The request can be found in your 2022 voting packet as **Item 15** within the Agency Priority List)



Restoration of Funding Lost Due to COVID-19: **\$131,000 Ongoing**

- Relatively small amount – for the Board, the **impact is huge**
 - ✓ **LOST: 49.7%** of budget for Pro Tempore (part-time) Board Members
 - ✓ **LOST: 50.0%** of funding for offender psychological evaluations
 - ✓ **LOST: 93.1%** of funding for Board team training
 - ✓ **LOST: 22.0%** of budget for office supplies, computer equipment, etc.
 - ✓ **LOST: 100.0%** of budget for staff recognition (retirement/years of service)
 - ✓ **LOST: 100.0%** of budget for team educational assistance
- Request also includes \$10,000 for an increased rate for a defense counsel contract



Thank you

Questions?

